

## COMMISSION ON TEACHER CREDENTIALING

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83-8435

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TO: All Individuals and Groups Interested in the Activities of  
the Commission on Teacher Credentialing

FROM: John F. Brown, Executive Secretary *John F. Brown*

SUBJECT: Requirements For and Authorization Of the Teacher Trainee  
Certificate

SB 813 (Chapter 498, Statutes of 1983) provided for the issuance of a teacher trainee certificate. The purpose of this coded correspondence is to answer the questions we have had regarding the teacher trainee certificate and to alert employers and potential teacher trainees as to the time-line for the NTE examinations.

REQUIREMENTS: The minimum requirements for the teacher trainee certificate shall include all of the following:

- (A) A baccalaureate degree from a regionally accredited institution of higher education, with a major or minor in the subject to be taught;
- (B) Successful passage of the California Basic Educational Skills Test;
- (C) Successful passage of the Commission-approved subject matter examination(s) for the subject area(s) in which the teacher trainee is authorized to teach;
- (D) Verification by the governing board of the employing agency that fully credentialed teachers are not available and that the teacher trainee will be assisted and guided throughout the training period by a certificated employee who has been designated as a mentor teacher;
- (E) Certificate of Clearance verifying the trainee's personal identification and good moral character.

APPLICATION PROCEDURE: The applicant for a Teacher Trainee Certificate should submit: (1) a completed credential application form; (2) a transcript verifying receipt of the baccalaureate degree with a major or minor in the subject to be taught; (3) a CBEST Passing Verification Transcript; (4) verification by the employer that the conditions stated in (D) above have or will be met; (5) the credential application fee (\$35 until July 1, \$40 on and after July 1); (6) NTE scores and examination processing fee (\$30); (7) character and identification clearance application; and (8) duplicate fingerprint cards and fee (\$12 for the F.B.I.; \$14.50 for the Department of Justice until July 1 and \$15.25 on and after July 1).

AUTHORIZATION: The teacher trainee certificate authorizes the holder to teach the subject(s) named on the certificate in grades 9 to 12 or in grades 7 and 8 in a departmentalized Junior High School in the district whose governing board submitted the verification cited in (D) above.

PERIOD OF VALIDITY: The teacher trainee certificate is valid for two calendar years. The governing board may request a one-calendar year extension of the certificate and the Commission may, upon application, grant such a request.

QUESTIONS THAT HAVE BEEN ASKED:

What can a person get when the term of the Teacher Trainee Certificate expires?

Existing statutes are not precise about whether a preliminary or clear credential should be issued upon recommendation by the employing school district at the end of the teacher trainee period. Pending legislation, (AB 3757, Hughes) would direct the Commission to issue a clear credential, with no other credential requirements.

What subject matter test must be passed?

The Commission has approved the NTE Specialty Area Tests as the examination to demonstrate satisfactory subject matter preparation. Details on test administration dates, fees, registration procedures and passing scores for these tests is provided in Coded Correspondence 83-8436 which accompanies this memorandum. The next administration of the Specialty Area Tests is scheduled for July 9, 1984, with a registration deadline of June 18, 1984. Scores obtained at this administration will be reported about six weeks after the administrative dates.